

# Doing Business In Missouri...

## Resources

*A joint project of:*



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# Preface

Missouri businesses contribute significantly to the economy of the state by creating new jobs and expanding markets for Missouri products.

*Doing Business In Missouri...Resources* is designed to serve as a reference document to aid entrepreneurs in locating organizations that can provide assistance in starting or operating a business in the state.

## Resource Agencies

Additional copies of this publication or assistance in getting your new business started can be obtained from your county University Outreach and Extension office or regional Small Business Development Center. Contact information for these organizations can be found in your local telephone directory. You can also contact the Missouri Business Assistance Center:

Missouri Business Assistance Center  
Missouri Department of Economic Development  
301 West High Street, Room 720  
P.O. Box 118  
Jefferson City, MO 65102-0118  
Phone: 1-888-751-2863  
Fax: 573/526-2416  
E-mail: [mbac@mail.state.mo.us](mailto:mbac@mail.state.mo.us)  
Web: <http://www.ecodev.state.mo.us/mbac>

## Icons Used in This Book

The following icons are used throughout this book to alert you to important information:



Identifies state or federal forms that must be filed.



Carefully read and comply with these requirements. This icon designates information that may be critical to your new business endeavor. Generally, contains legal, licensing or regulatory information.



Designates information or resources that you should “check out.”



Highlights helpful or cautionary information. Generally this refers to state or federal regulations that may affect your business; also references important resources and helpful hints.

## **Assistance For Speech and Hearing Impaired**

Assistance for the speech and hearing impaired is available through RELAY MISSOURI at 1-800-735-2466 (voice) or 1-800-735-2966 (TT). Copies of this publication are made available on audiotape for the visually impaired. Please contact the Wolfner Library for the Blind and Physically Handicapped (573/751-8720 or 1-800-392-2614) for ordering information.

## **Disclaimer**

This publication is intended to serve as a reference document and in no way attempts to provide all of the information necessary to finance a business in Missouri. It is published with the understanding that the publisher is not engaged in rendering legal, accounting or other professional services. The advice of an attorney and/or accountant should be sought before entering into any business activity or contract.



**OUTREACH & EXTENSION**  
**UNIVERSITY OF MISSOURI**  
**LINCOLN UNIVERSITY**

## **University Outreach and Extension**

This project is supported by the University of Missouri Outreach and Extension Outreach Development Fund.



**MISSOURI**  
**SMALL BUSINESS**  
**DEVELOPMENT CENTERS**

## **Small Business Development Centers**

Small Business Development Centers operate in partnership with the U.S. Small Business Administration under Cooperative Agreement No. 1-7620-0026-13. The support given by the U.S. Small Business Administration through such funding does not constitute an express or implied endorsement of the co-sponsor(s)' or participants opinions, products or services. Programs are nondiscriminatory, and reasonable accommodations will be made, upon request, for persons with disabilities.

This publication was supported by the Missouri SBDC in partnership with the U.S. Small Business Administration

# Resources

**T**hese listings are intended to serve as a reference document to aid entrepreneurs in locating organizations that can provide assistance in starting or operating a business. Many of these organizations are referenced in the text of this book.

## STATE AGENCIES

**Aging, Division of**  
Department of Social Services  
615 Howerton Court  
P.O. Box 1337  
Jefferson City, MO 65102-1337  
573/751-3082

**Agriculture, Department of**  
1616 Missouri Blvd.  
P.O. Box 630  
Jefferson City, MO 65102-0630  
573/751-4211

**Attorney General**  
Supreme Court Building  
Washington and High Streets  
P.O. Box 899  
Jefferson City, MO 65109-0899  
573/751-3321

**Consumer Protection Hotline**  
1-800-392-8222

**Bingo Licensing and Tax**  
Missouri Gaming Commission  
1616 Industrial Drive  
Jefferson City, MO 65109  
573/526-5370

**Conservation, Department of**  
2901 West Truman Blvd.  
P.O. Box 180  
Jefferson City, MO 65102-0180  
573/751-4115

**Corporation Tax, Revenue**  
Truman Building, Room 330  
P.O. Box 700  
Jefferson City, MO 65102-0700  
573/751-2836

**Corporations Office, Secretary of State**  
600 West Main Street  
P.O. Box 778  
Jefferson City, MO 65102-0778  
573/751-4153

**Design and Construction, Division**  
Office of Administration  
Truman Building, Room 730  
P.O. Box 809  
Jefferson City, MO 65102-0809  
573/751-3339

### **Economic Development (DED)**

Truman Building, Room 720  
P.O. Box 118  
Jefferson City, MO 65102-0118  
573/751-4241

#### **Regional Offices:**

Kansas City: 816/889-2900  
Missouri State Office Bldg. 615  
East 13<sup>th</sup> Street, Rm. 516

St. Louis: 314/340-6823  
111 North 7<sup>th</sup> St., Rm. 929

Springfield: 417/888-4001  
1736 E. Sunshine, Ste 702

Dexter: 573/624-9950  
808C Specialty Drive

Trenton: 660/359-5960  
1600 East 9<sup>th</sup> Street

Houston: 417/967-5770  
1330A Sam Houston Blvd.

Moberly: 660/269-8802  
219 West Reed

### **Education, Elementary and Secondary, Dept.**

205 Jefferson Street  
P.O. Box 480  
Jefferson City, MO 65102-0480  
573/751-4446

### **Employment Security**

Division of  
421 East Dunklin Street  
P.O. Box 59  
Jefferson City, MO 65104-0059  
573/751-3215

### **Energy, Division of, DNR**

1500 Southridge Drive  
P.O. Box 176  
Jefferson City, MO 65102-0176  
573/751-4000

### **Environmental Quality**

Division of, DNR  
205 Jefferson Street  
P.O. Box 176  
Jefferson City, MO 65102-0176  
573/751-4817

### **Family Services**

Division of, DSS  
Central Office  
615 Howerton Court  
P.O. Box 88  
Jefferson City, MO 65102-0088  
573/751-3221

### **Fiduciary/Partnership Tax**

Department of Revenue  
Truman Building, Room 330  
P.O. Box 3815  
Jefferson City, MO 65105-3815  
573/751-1467

### **Film Commission, Missouri**

Truman Building, Room 720  
P.O. Box 118  
Jefferson City, MO 65102-0118  
573/751-9050

### **Franchise Tax**

Secretary of State  
600 West Main Street  
P.O. Box 1366  
Jefferson City, MO 65102-1366  
573/751-4936



**Gaming Commission**

3417 Knipp Drive  
Jefferson City MO 65109  
573/526-4080

St. Louis:

1175 Borman Dr., Suite 104  
St. Louis MO 63146  
314/340-4400

**Governor's Comm. on  
Employment of People with  
Disabilities**

3315 West Truman Blvd.  
P.O. Box 1668  
Jefferson City, MO 65102-1668  
573/751-2600

**Governor's Office**

Capitol Building, Room 216  
P.O. Box 720  
Jefferson City, MO 65102-0720  
573/751-3222

**Health, Department of**

920 Wildwood  
P.O. Box 570  
Jefferson City, MO 65102-0570  
573/751-6400

**Highway and Transportation,  
Dept.**

Capitol and Jefferson Streets  
P.O. Box 270  
Jefferson City, MO 65102-0270  
573/751-2551

**Highway Patrol Headquarters,  
Department of Public Safety**

1510 East Elm Street  
P.O. Box 568  
Jefferson City, MO 65102-0568  
573/751-3313

**Human Rights Commission**

3315 West Truman Blvd.  
P.O. Box 1129  
Jefferson City, MO 65102-1129  
573/751-3325

**Insurance, Dept. of**

Truman Building, Room 630  
P.O. Box 690  
Jefferson City, MO 65102-0690  
573/751-4126  
1-800-726-2390

**Job Development and Training**

2023 St. Mary's Blvd.  
Jefferson City, MO 65109  
573/751-4750

**Labor and Industrial  
Relations, Dept.**

3315 West Truman Blvd.  
P.O. Box 507  
Jefferson City, MO 65102-0504  
573/751-4091

**Labor Standards**

3315 West Truman Blvd.  
P.O. Box 449  
Jefferson City, MO 65102-0449  
573/751-3403

**Lieutenant Governor**

Capitol Building, Room 121A  
Jefferson City, MO 65101  
573/751-4727

**Liquor Control, Division of**

Department of Public Safety  
Truman Building, Room 870  
P.O. Box 837  
Jefferson City, MO 65102-0837  
573/751-2333

**Mental Health, Department of**

1706 East Elm Street  
P.O. Box 687  
Jefferson City, MO 65102-0687  
573/751-4122

**Lottery, Missouri**

1823 Southridge Drive  
P.O. Box 1603  
Jefferson City, MO 65102-1603  
573/751-4050

**Natural Resources, Dept. of**

205 Jefferson Street  
P.O. Box 176  
Jefferson City, MO 65102-0176  
573/751-3443 1-800-334-6946

**Nursing Home, Licensing,  
DSS**

615 Howerton Court  
P.O. Box 1337  
Jefferson City, MO 65102-1337  
573/751-3082

**Public Service Commission  
(PSC)**

Truman Building, Room 530  
P.O. Box 360  
Jefferson City, MO 65102-0360  
573/751-3234  
Regulate Utilities Hotline:  
1-800-392-4211

**Purchasing, Division of**

Truman Building, Room 580  
P.O. Box 809  
Jefferson City, MO 65102-0809  
573/751-2387

**Revenue, Department of**

Director's Office  
P.O. Box 311  
Jefferson City, MO 65105  
573/751-4450  
To order forms: 1-800-877-6881

**Revenue, Department of**

Regional offices:  
Cape Girardeau - 573/290-5852  
3102 Blattner Drive, Suite 102

Jefferson City - 573/751-7191  
2018 Williams Street  
Joplin - 417/629-3070  
1110 E. Seventh Street

Kansas City - 816/889-2920  
615 East 13<sup>th</sup> Street, Room B2

St. Joseph - 816/387-2230  
525 Jules, Room 314

St. Louis - 314/301-1660  
2510 S. Brentwood, Suite 300  
Springfield - 417/895-6474  
149 Park Central Sq., Rm. 313

*Regular office hours are 7:45 a.m.  
to 4:45 p.m., Monday through  
Friday.*

**Sales Tax, Revenue**

Truman Building, Room 330  
P.O. Box 840  
Jefferson City, MO 65105-0840  
573/751-2836

**Secretary of State**

Capitol Building, Room 208  
P.O. Box 778  
Jefferson City, MO 65102-0778  
573/751-3318

**Securities, Division of**

600 West Main Street  
P.O. Box 1276  
Jefferson City, MO 65102-1276  
573/751-4136

**Social Services, Dept. of**  
Broadway Building, 2nd Floor  
221 West High Street  
P.O. Box 1527  
Jefferson City, MO 65102-1527  
573/751-4815

**State Tax Commission**  
621 East Capitol Avenue  
P.O. Box 146  
Jefferson City, MO 65102-0146  
573/751-2414

**Supreme Court**  
Supreme Court Building  
207 West High Street  
P.O. Box 150  
Jefferson City, MO 65102-0150  
573/751-4144

**Tourism, Division of**  
Truman Building, Room 290  
P.O. Box 1055  
Jefferson City, MO 65102-1055  
573/751-4133

**Transportation, Division of**  
Truman Building, Room 230  
P.O. Box 1216  
Jefferson City, MO 65102-1216  
573/751-7100

**Treasurer, Office of**  
Capitol Building, Room 229  
P.O. Box 210  
Jefferson City, MO 65102-0210  
573/751-2411  
1-800-662-8257

**Uniform Commercial Code (UCC)**  
Secretary of State  
600 West Main Street  
P.O. Box 1159  
Jefferson City, MO 65102-1159  
573/751-2360

**Weights and Measures, Agriculture**  
1616 Missouri Blvd.  
P.O. Box 630  
Jefferson City, MO 65102-0630  
573/751-4316

**Withholding Tax, Revenue**  
Truman Building, Room 330  
P.O. Box 999  
Jefferson City, MO 65108-0999  
573/751-5752

**Worker's Compensation, Division of**  
3315 West Truman Blvd.  
P.O. Box 58  
Jefferson City, MO 65102-0058  
573/751-4231

## **MISSOURI BUSINESS ASSISTANCE CENTER (MBAC)**

Determining the requirements to start a new business can be confusing and time consuming because many different state agencies regulate various aspects of business operations. New business owners often do not know which agency to contact for assistance and information.

That's why the Missouri General Assembly created the **Missouri Business Assistance Center (MBAC)** within the Missouri Department of Economic Development. MBAC serves as a centralized point of contact for state requirements to do business in Missouri. MBAC staff can help both the seasoned business owner and the first-time entrepreneur begin operations with confidence knowing that all legal requirements have been met. A single contact can provide direct assistance or guide business owners to all the various sources of assistance they need to start, expand or retain a business in Missouri. A customized packet of information and forms will be created based on the information you provide about your type of business and structure.

MBAC also serves as a vital link between small businesses and various public and private assistance programs and services. Referrals can be made for such services as financial analysis, loan packaging and business management counseling. MBAC also maintains a resource library containing business information and helpful pamphlets and brochures published by the U.S. Small Business Administration and other agencies.

The databases, information and assistance from the MBAC is now available via the World Wide Web! Our Web site offers our publication "Starting A New Business In Missouri" along with links to various resources, state and federal agencies, downloadable state forms, an interactive database that provides a complete listing of state licenses, fees, permits and regulations. In addition, e-mail is provided to allow questions to be submitted to our counselors. World Wide Web: <http://www.ecodev.state.mo.us/mbac/>

### **CONTACT MBAC FOR:**

- A business start-up packet customized to your particular business.
- A copy of "Starting A New Business in Missouri" -- a simple-to-use guide for both new start-ups and seasoned business owners.
- Information on state-level licenses, fees, permits and regulations affecting your business and copies of many state forms.
- Information on sources of financing.
- Referral to local, state and federal agencies, professional associations and local organizations that provide business education and counseling.
- Help in locating a Missouri supplier or manufacturer of products and services.

**Missouri Business Assistance Center**  
MO Department of Economic Development  
301 West High Street, Room 720  
P.O. Box 118  
Jefferson City, Missouri 65102  
Phone: 1-888-751-2863  
FAX: 573/526-2416  
E-mail: [mbac@mail.state.mo.us](mailto:mbac@mail.state.mo.us)

## University Outreach and Extension

University Outreach and Extension includes all outreach efforts of the University of Missouri campuses in Columbia, Kansas City, Rolla and St. Louis, and the extension activities of Lincoln University. Extension specialists on the campuses and in 114 counties provide education programs to help citizens apply university research knowledge to solve individual and community problems.

Working with business owners and managers on a one-to-one basis, B&I specialists help entrepreneurs identify problem areas and find solutions. Writing a business plan, improving or creating products, developing markets, setting up accounting procedures, finding financing and managing personnel are among the areas with which B&I specialists help clients. B&I services are available to both existing and start-up businesses. Counseling services are completely confidential and provided free or at nominal charge.

Specialists schedule training programs for businesses on site or at other locations at times convenient for owners, managers and employees and at nominal charges. Topics include - but are not limited to - taxes, inventory planning, advertising, effective supervision, time management, record keeping, understanding financial statements, microcomputing, management decision making, stress management and communication.

Program Director, Bus. & Ind.  
529 Clark Hall  
University of Missouri  
Columbia, MO 65211  
573/882-4321

Audrain County  
4th Floor, Courthouse  
Mexico, MO 65265  
573/581-3231

Adair County  
1100 Violette Hall  
100 E. Normal  
Kirksville, MO 63501  
660/785-7611

Boone County  
1012 Hwy. UU  
Columbia, MO 65203  
573/445-9792

Buchanan County  
4125 Mitchell Avenue  
P.O. Box 7077  
St. Joseph, MO 64507  
816/279-1691

Camden County  
113 Kansas St.  
P.O. Box 1405  
Camdenton, MO 65020  
573/346-2644

Cape Girardeau County  
815 Hwy. 25 South  
P.O. Box 408  
Jackson, MO 63755  
573/243-3581

Clay County  
1901 N.E. 48th  
Kansas City, MO 64118  
816/792-7760

Cole County  
2436 Tanner Bridge Road  
Jefferson City, MO 65101  
573/634-2824

Greene County  
833 North Boonville Ave.  
Springfield, MO 65802  
417/862-9284

Phelps County  
Courthouse, 200 North Main  
Rolla, MO 65401  
573/364-3147 ext. 400

St. Charles County  
260 Brown Road  
St. Peters, MO 63376  
636/970-3000

Taney County  
207 David Road  
P.O. Box 218  
Forsyth, MO 65653  
417/546-2371

Franklin County  
115 Locust, P.O. Box 71  
Union, MO 63085  
636/583-5141

Howell County  
217 South Aid Avenue  
West Plains, MO 65775  
417/256-2391

Pettis County  
1012 A Thompson Blvd.  
Sedalia, MO 65301  
660/827-0591

St. Louis County  
121 South Meramec, Suite 501  
Clayton, MO 63105  
314/615-2911

## **SMALL BUSINESS DEVELOPMENT CENTERS**

The mission of the Missouri Small Business Development Centers (MO SBDC) system is to improve competitiveness and management quality of Missouri small businesses. MO SBDC will help these businesses identify problems, explore opportunities, and obtain solutions by offering comprehensive, timely assistance to create positive impact. Assistance includes counseling, training information and technology transfer, research, and other services to meet the changing and evolving needs of the Missouri small business community.

Southeast MO. State University  
One University Place, MS 5925  
Cape Girardeau, MO 63701  
573/986-6084

Chillicothe Satellite Center  
715 Washington Street, City Hall  
Chillicothe, MO 64601-2229  
660/646-6920

University of MO-Columbia  
1800 University Place  
Columbia, MO 65211  
573/882-7096

Rockhurst University  
1100 Rockhurst Rd.  
Kansas City, MO 64110-2508  
816/501-4572

Thomas Hill Enterprise Center  
1709 North Prospect Dr.  
P.O. Box 246  
Macon, MO 63552  
800/470-8625

Mineral Area College  
P.O. Box 10003003  
Park Hills, MO 63601-1000  
573/578-2151

Southwest MO. State University  
901 South National  
Springfield, MO 65804-0089  
417/836-5685

Central MO State University  
Grinstead, Room #009  
Warrensburg, MO 64093-5037  
660/543-4402

MO Southern State College  
3950 Newman Road  
Joplin, MO 64801-1595  
417/625-9313

Truman State University  
207 East Patterson  
Kirksville, MO 63501  
660/785-4307

Northwest MO State Univ.  
423 North Market Street  
Maryville, MO 64468-1614  
660/562-1701

St. Joseph Satellite Center  
Frederick Ave.  
St. Joseph, MO 64506-5104  
816/232-4461

St. Louis Enterprise Center  
315 Lemay Ferry Road, Suite 315  
St. Louis, MO 63125  
314/631-5237

Poplar Bluff Satellite Center  
TCRC  
2080 Three Rivers Blvd.  
Poplar Bluff, MO 63901  
573/840/9450

Special Service Centers:

Technology Development Center  
Central MO State University  
Grinstead Room #009  
Warrensburg, MO 64093-5037  
660/543-4402

Provides counseling on technology development, works with manufacturing problems, product analysis and improvement, product development, plant layout, quality assurance and marketing assistance for new innovations.

Small Business Research & Information Center  
University of MO-Rolla  
Room 104, Nagogami Terrace  
Rolla, MO 65409-1340  
573/341-4559

Taps electronic sources from around the globe to help small businesses make informed decisions. The center can also access a network of experts to help find a unique or specific solution to company's technology problems.

State Office:

MO Small Business Development Centers  
300 University Place  
Columbia, MO 65211  
573/882-0344

## **SERVICE CORPS OF RETIRED EXECUTIVES (SCORE)**

SCORE counselors, experienced business professionals, provide confidential one-on-one counseling. Services include business plan preparation, financing, record keeping and problem solving and are provided free of charge. In addition to the following list, several Chambers of Commerce in the St. Louis area have SCORE counseling hours. Appointments with these counselors are made through the SCORE office at the St. Louis Business Information Center.

SCORE - Business Information Center  
706 North Jefferson  
St. Louis, MO 63103  
314/436-2202

SE Missouri SCORE  
Route 1, Box 280  
Neelyville, MO 63954  
573/989-3577

Ozark Gateway SCORE  
101 E. Washington St.  
Cuba, MO 65453  
573/885-4954

St. Joseph SCORE  
Chamber of Commerce  
4524 Alpha Lane Avenue  
St. Joseph, MO 64506  
816/279-5091

Lake Ozark SCORE  
P.O. Box 1405  
Camdenton, MO 65020  
573/346-2644

Jefferson City SCORE  
213 Adams Street  
Jefferson city, MO 65101  
573/634-3616

SCORE- Columbia Chamber of Commerce  
300 South Providence  
P.O. Box 1016  
Columbia, MO 65205-1016  
573/874-1132

SCORE  
620 South Glenstone, Ste. 110  
Springfield, MO 65802  
417/864-7670, ext. 138



SCORE - Business Information Office  
323 West 8th St., Suite 501  
Kansas City, MO 64105  
816/374-6675

National SCORE Office  
409 Third St., S.W., Ste. 5900  
Washington, D.C. 20024  
202/205-6762  
1-800-827-5722

## MINORITY BUSINESS CONTACTS

The Office of Minority Business was established within the Department of Economic Development in 1987 to assist minority business owners obtain managerial, technical and financial assistance as well as to identify opportunities for successful entrepreneurship. The Office is responsible for identifying and developing networks and support systems that can help minorities gain a foothold in the mainstream of Missouri's economy through the start-up, retention or expansion of minority-owned firms.

Department of Economic Development  
Missouri Minority Business  
Advocacy Commission  
P.O. Box 118  
Jefferson City, MO 65102  
573/751-3237 or <http://www.ecodev.state.mo.us/omb>

Office of Administration  
Minority Purchasing Unit  
P.O. Box 809  
Jefferson City, MO 65102  
573/526-1529

### Kansas City:

Black Chamber of Commerce  
Lincoln Building, Suite 380  
1601 E. 18th Street  
Kansas City, MO 64108  
816/474-9901

Black Economic Union  
1601 E. 18th Street, Suite 300  
Kansas City, MO 64108  
816/474-1080

Chamber of Commerce of  
Greater Kansas City  
2600 Commerce Tower; 911 Main  
Kansas City, MO 64105  
816/221-2424

Hispanic Chamber of Commerce  
of Greater Kansas City  
1125 Grand, Suite 1803  
Kansas City, MO 64106  
816/472-6767

Minority Supplier Council  
Main Street, Suite 100  
Kansas City, MO 64108-3323  
816/931-9672

Springfield:

Minority Business Development  
Room 108, City Hall (Personnel Dept.)  
840 Boonville; P.O. Box 8368  
Springfield, MO 65801-8368  
417/864-1599

St. Louis:

Hispanic Chamber of Commerce  
P.O. Box 78386  
St. Louis, MO 63178-8386  
314/621-1991

Minority Supplier Council  
720 Olive Street, Suite 1630  
St. Louis, MO 63101  
314/241-1143

Minority Enterprise Networking  
Association (MENA)  
P.O. Box 16716  
St. Louis, MO 63108

St. Louis Development Corporation  
1015 Locust Street, Suite 1200  
St. Louis, MO 63101  
314/622-3400

Minority Small Business Council  
Small Business Administration  
815 Olive, Room 242  
St. Louis, MO 63101  
314/539-6600

## PROCUREMENT ASSISTANCE

There are several organizations that can provide assistance, training and registration for businesses interested in providing product or services to federal, state or local government agencies. Some opportunities also occur in the private sector.

State of Missouri, Division of Purchasing  
Truman Building, Room 580  
P.O. Box 809  
Jefferson City, MO 65102-0809  
Phone: 800/592-6019  
<http://www.oa.state.mo.us/purch/vendor.html>

State of Missouri, Division of Purchasing  
MBE/WBE Certification  
P.O. Box 809  
Jefferson City, MO 65102-0809  
Phone: 573/526-1467

Missouri Procurement Assistance Center  
Central Region  
University of Missouri-Columbia  
300 University Place  
Columbia, MO 65211  
Phone: 573/882-3597  
<http://www.missouri.edu/~mopac>

Missouri Procurement Assistance Center  
Western Region  
University of Missouri-Kansas City  
5110 Cherry Street  
Kansas City, MO 64110  
Phone: 816/235-2891  
Fax: 816/235-2947

## **SMALL BUSINESS INCUBATORS**

A small business incubator is a building that is divided into units of space, which are then leased to new small businesses. In addition to low-cost physical space, incubators can help clients with access to necessary office machines, reception and secretarial services, furniture, conference rooms, and technical expertise in business management. Incubators often offer the best environment for survival and success.

St. Louis Enterprise Center - West County  
743 Spirit 40 Park Drive  
Chesterfield, MO 63005  
636/519-4700

St. Charles County Synergy Center  
5988 Mid Rivers Mall Drive  
St. Charles, MO 63304  
636/441-6880

St. Louis Enterprise Center - Midtown  
3830 Washington Avenue  
St. Louis, MO 63108  
314/534-1818

Ozark Foothills Business Incubator  
3019 Fair, P.O. Box 1183  
Poplar Bluff, MO 63901  
573/785-6402

Thomas Hill Enterprise Center  
P.O. Box 246  
Macon, MO 63552  
816/385-6550

Hannibal Small Business Incubator  
410 South Maple  
Hannibal, MO 63401  
573/221-1033

## **INNOVATION CENTERS**

Missouri's four innovation centers provide a wide range of management and technical assistance to businesses. These centers are familiar with up-to-date business management and technology innovations and help businesses apply these innovations to help increase profits. Clients plugging into the innovation center program become part of a network of state, federal, university, and private resources designed to develop and support high-growth businesses.

The Growth OpportunityConnection  
4747 Troost Avenue  
Kansas City, MO 64110  
816/561-8567

Center for Emerging Technology  
4041 Forest Park Blvd.  
St. Louis, MO 63108  
314/615-6900

Missouri Innovation Center  
5650A South Sinclair Road  
Columbia, MO 65203-9496  
573/446-3100

Missouri Enterprise Center  
800 West 14th Street, Suite 111  
Rolla, MO 65401  
573/364-8570

## MID-AMERICA MANUFACTURING TECHNOLOGY CENTER (MAMTC)

Mid-America Manufacturing Technology Center (MAMTC) improves the competitiveness and productivity of small- and medium-sized manufactures. In addition to providing hands-on engineering and technical assistance, other services include seminars, vendor and technology searches, product testing and equipment demonstrations. Initial assessment is done and followed up with recommended solutions for the identified problems and inefficiencies.

### Cape Girardeau:

MAMTC-Missouri  
Southeast Missouri State University  
Industrial Technology Department  
MS4000  
One University Plaza  
Cape Girardeau, MO 63701  
Phone: 573/651-2304  
Fax: 573/651-2985

### Columbia:

MAMTC-Missouri  
5650 A South Sinclair Road  
Columbia, MO 65203  
Phone: 573/446-3130  
Fax: 573/446-3847

### Joplin:

MAMTC-Missouri  
Business & Technology Training  
And Quality Center  
Missouri Southern State College  
107A Matthews Hall  
Joplin, MO 64801  
Phone: 417/625-3123  
Fax: 417/625-9782

### Kansas City:

MAMTC-Missouri  
Business & Technology Center  
6899 Executive Drive, Suite 178  
Kansas City, MO 64120  
Phone: 816/482-1176  
Fax: 816/482-5487

### Rolla:

MAMTC-Missouri  
Missouri Enterprise  
800 West 14<sup>th</sup> Street, Suite 111  
Rolla, MO 65401  
Phone: 573/364-8570  
Fax: 573/364-6323

### Springfield:

MAMTC-Missouri  
1736 East Sunshine, Suite 702  
Springfield, MO 65804  
Phone: 417/823-9661  
Fax: 417/823-9662

### St. Louis:

MAMTC-Missouri  
12208 Missouri Bottom Road  
Hazelwood, MO 63042  
Phone: 314/731-1110  
Fax: 314/731-4144

## **MID-AMERICA TRADE ADJUSTMENT ASSISTANCE CENTER**

Trade Adjustment Assistance (TAA) is available to small and medium-sized manufacturers in Missouri, Kansas and Arkansas who have been hurt by foreign competition.

The Trade Adjustment Assistance Center helps these firms analyze their strengths and weaknesses; develop a strategy to offset foreign competition; and pay for implementing this strategy with federal cost-share funds. The program is not a loan; there is no money to be paid back, and there are no conditions, such as hiring additional employees. TAA is a cost-share program funded by the U.S. Department of Commerce.

For more information, contact:

Paul Schmid, Director, Mid-America TAAC

664 Southeast Bayberry Lane, Suite 101

Lee's Summit, MO 64063

Phone: (816) 246-1555 phone

Fax: (816) 246-9860

## **REGIONAL PLANNING COMMISSIONS (RPC)**

Some of the services provided include: business assistance, business development, education seminars/workshops, job training programs, loan preparation requests, community assistance, airport planning, environmental assessments, grant administration and writing, hazardous waste planning, housing programs, legislative activities, local emergency planning committee, research, rural assistance, solid waste management, transportation planning, water and sewer planning, workshop development.

Boonslick Advisory Council

616 B N. Hwy 47

P.O. Box 429

Warrenton, MO 63383

636/456-3473

Bootheel RPC

Malden Industrial Park

P.O. Box 397

Malden, MO 63863

573/276-2242

East-West Gateway Coord. Council

911 Washington, Lower Level

St. Louis, MO 63101

314/421- 4220

GreenHills RPC

909 Main

Trenton, MO 64683

660/359-5636

Kaysinger Basin RPC

213 S. Washington

Clinton, MO 64735

660/885-3393

Lake of the Ozarks Council of Local Govt.

P.O. Box 786

Camdenton, MO 65020

573/346-5616

Mark Twain Regional  
Council of Governments  
P.O.Box 73  
Perry, MO 63462  
573/565-2203

Meramec RPC  
101 West Tenth Street  
Rolla, MO 65401  
573/265-3550

Mid-America Regional Council  
300 Rivergate Center, 600 Broadway  
Kansas City, MO 64105-1536  
816/474-4240

MO-KAN Regional Council  
1302 Faraon  
St. Joseph, MO 64501  
816/233-3144

Northeast Missouri RPC  
326 East Jefferson, P.O. Box 346  
Memphis, MO 63555  
660/465-7281

Ozark Foothills RPC  
3019 Fair, P.O. Box 1183  
Poplar Bluff, MO 63901-1183  
573/785-6402

Harry S Truman Coordinating Cncl.  
211 S. Main, Ste. 203  
Joplin, MO 64802-1355  
417/782-3515

South Central Ozarks Council of Govts.  
P.O. Box 100  
Pomona, MO 65789  
417/256-4226

Southeast Missouri RPC  
1 West St. Joseph Street  
P.O. Box 366  
Perryville, MO 63775  
573/547-7283

Southwest Missouri Local Government  
Advisory Council  
SMSU  
901 So. National  
Springfield, MO 65804-0089  
417/836-6900

Northwest MO Regional Council of Govts.  
114 West Third  
Maryville, MO 64468  
660/582-5121

## OTHER HELPFUL AGENCIES

The following agencies provide specialized assistance and information:

**Career Planning and Placement Ctr.**  
100 Noyes Building  
MO 65211  
573/882-0697

Provides counseling and assistance in assessing your skills and strengths and Columbia, works with you to match them with a career or home-based business.

**MO-TAC**

Missouri Textile and Apparel Center  
122 Stanley Hall  
of Missouri-Columbia  
Columbia, MO 65211  
573/882-6439 or FAX: 573/884-4807

Missouri Textile and Apparel Center provides a centralized forum for manufacturers to express their problems and University work out new strategies; research assistance; trade show representation; workshops and seminars; demonstration center.

**MO State Chamber of Commerce**

428 East Capitol  
Jefferson City, MO 65101  
573/634-3511

Consider joining your local Chamber of Commerce. You can contact the State Chamber for location of a Chamber in your area.

**Missouri Artisans Business Development Association (MABDA)**

101 West Broadway  
P.O. Box 322  
Columbia, MO 65203  
573/445-3876

Assists Missouri artists and craftspeople who have no other source of support; counsel in developing successful, self-supporting businesses.

**Missouri State Census Data Center**

Missouri State Library  
West Main Street  
P.O. Box 387  
Jefferson City, MO 65102  
573/751-1823 or FAX: 573/526-1142

Disseminates information from and about the Federal census. Available in print, microfiche 600 and computer tape. Foreign trade data and data from the Bureau of Economic Analysis is also available. There is a fee for some data.

**Missouri Alternatives Center**

628 Clark Hall  
University Outreach and Extension  
Columbia, MO 65211  
573/882-1905 or 1-800-433-3704

Answers questions related to alternative agricultural enterprises, small farms or or new family farm options.

**Office of Value-Added Agriculture**

215 AG Engineering  
University of Missouri-Columbia  
Columbia, MO 65211  
573/882-1150 or Fax: 573/884-5650

Provides assistance to value-added agriculture ideas or businesses for: consumer preference evaluation, grant and loan programs; marketing plans; packaging and labeling; processing systems; product development and feasibility; regulatory issues; safety evaluation.

## MISCELLANEOUS STATE, FEDERAL AND PRIVATE AGENCIES

### **Better Business Bureau**

Serving Greater Kansas City  
306 E. 12th Street, Suite 1024  
Kansas City, MO 64106  
Phone: 816/421-7800  
Fax: 816/472-5442  
<http://www.kansascity.bbb.org>

### **Better Business Bureau**

Serving East Missouri & So. Illinois  
12 Sunnen Drive, Suite 121  
St. Louis, MO 63143-1400  
Phone: 314/645-3300  
Fax: 314/645-2666  
<http://www.stlouis.bbb.org>

### **Better Business Bureau**

Serving Southwest Missouri  
205 Park Central East, Suite 509  
Springfield, MO 65806-1326  
Phone: 417/862-4222  
Fax: 417/869-5544  
<http://www.springfield-mo.bbb.org>

### **Business & Public Administration Research Center**

Room 10, Professional Building  
University of Missouri  
Columbia, MO 65211  
573/882-4805

### **Business Assistance Center**

15th Floor, City Hall  
414 E. 12th Street  
Kansas City, MO 64106  
816/513-2880

### **Business Assistance Center**

1200 Market Street, Room 421  
St. Louis, MO 63103  
314/622-4120  
(Assistance for St. Louis City only)

### **Inventors Association of St. Louis**

9666 Olive Blvd.  
St. Louis, MO 63132-3013  
314/432-1291

### **Export/Import Bank of U.S.**

1-800-565-3946

### **IRS**

1222 Spruce Street  
St. Louis, MO 63103  
For forms and start-up  
information: 1-800-829-3676  
For tax info: 1-800-829-1040  
For EIN over phone: 816/926-5999

### **SBA Business Information Center**

706 North Jefferson  
St. Louis, MO 63103  
314/436-2202

### **Small Business Administration**

815 Olive, Room 242  
St. Louis, MO 63101  
314/539-6600

### **Small Business Administration**

Small Business Answer Desk  
Washington, D.C.  
1-800-827-5722



**Small Business Administration**

Lucas Place  
323 West 8th St., Suite 501  
Kansas City, MO 64105  
816/374-6701

**Small Business Administration**

620 South Glenstone, Room 110  
Springfield, MO 65803  
417/864-7670

## COUNTY GOVERNMENT CONTACT INFORMATION

You need to contact your local city and/or county clerk to determine the need for a city and/or county business license, zoning regulations and other business regulations for your particular location. Contact the County Clerk of the appropriate county:

**Adair**

Kirksville, 63501  
660/665-3350

**Bollinger**

Marble Hill, 63764  
573/238-2126

**Carroll**

Carrollton, 64633  
660/542-0615

**Andrew**

Savannah, 64485  
816/324-3624

**Boone**

Columbia, 65201  
573/886-4295

**Carter**

Van Buren, 63965  
573/323-4527

**Atchison**

Rock Port, 64482  
660/744-6214

**Buchanan**

St. Joseph, 64501  
816/271-1411

**Cass**

Harrisonville, 64701  
816/380-5100

**Audrain**

Mexico, 65265  
573/473-5820

**Butler**

Poplar Bluff, 63901  
573/686-8050

**Cedar**

Stockton, 65785  
417/276-3514

**Barry**

Cassville 65265  
417/847-2561

**Caldwell**

Kingston, 64650  
816/586-2571

**Chariton**

Keytesville, 65261  
660/288-3273

**Barton**

Lamar, 64759  
417/682-3529

**Callaway**

Fulton, 65251  
573/642-0730

**Christian**

Ozark, 65721  
417/581-6360

**Bates**

Butler, 64730  
660/679-3371

**Camden**

Camdenton, 65020  
573/346-4440

**Clark**

Kahoka, 63445  
660/727-3283

**Benton**

Warsaw, 65355  
660/438-7326

**Cape Girardeau**

Jackson, 63735  
573/243-3547

**Clay**

Liberty, 64068  
816/792-7600

**Clinton**

Plattsburg, 64477  
816/539-3713

**Cole**

Jefferson City, 65101  
573/634-9100

**Cooper**

Boonville, 65233  
660/882-2114

**Crawford**

Steelville, 65565  
573/775-2376

**Dade**

Greenfield, 65661  
417/637-2724

**Dallas**

Buffalo, 65622  
417/345-2632

**Daviess**

Gallatin, 64640  
660/663-2641

**DeKalb**

Maysville, 64469  
816/449-5402

**Dent**

Salem, 65560  
573/729-4144

**Douglas**

Ava, 65608  
417/683-4714

**Dunklin**

Kennett, 63857  
573/888-2796

**Franklin**

Union, 63084  
636/583-6355

**Gasconade**

Hermann, 65041  
573/486-5427

**Gentry**

Albany, 64402  
660/726-3525

**Greene**

Springfield, 65801  
417/868-4055

**Grundy**

Trenton, 64683  
660/359-6305

**Harrison**

Bethany, 64424  
660/425-6424

**Henry**

Clinton, 64735  
660/885-6963, ext. 12

**Hickory**

Hermitage, 65668  
417/745-6450

**Holt**

Oregon, 64473  
660/446-3303

**Howard**

Fayette, 65248  
660/248-2284

**Howell**

West Plains, 65775  
417/256-2591

**Iron**

Ironton, 63650  
573/546-2912

**Jackson**

County Assessment Dept.  
321 West Lexington  
Independence, 64050  
816/881-4669

**Jasper**

Carthage, 64836  
417/358-0416

**Jefferson**

Hillsboro, 63050  
636/797-5477

**Johnson**

Warrensburg, 64093  
660/747-6161

**Knox**

Edina, 63537  
660/397-2184

**Laclede**

Lebanon, 65536  
417/532-5471

**Lafayette**

Lexington, 64067  
660/259-4315

**Lawrence**

Mt. Vernon, 65712  
417/466-2638

**Lewis**

Monticello, 63457  
573/767-5205

**Lincoln**

Troy, 63379  
636/528-6300

**Linn**

Linneus, 64653  
660/895-5417

**Livingston**

Chillicothe, 64601  
660/646-2293

**McDonald**

Pineville, 64856  
417/223-4717

**Macon**

Macon, 63552  
660/385-2913

**Madison**

Fredericktown, 63645  
573/783-2176

**Maries**

Vienna, 65582  
573/422-3388

**Marion**

Palmyra, 63461  
573/769-2549

**Mercer**

Princeton, 63461  
660/748-3425

**Miller**

Tuscumbia, 65082  
573/369-2731

**Mississippi**

Charleston, 63834  
573/683-2146

**Moniteau**

California, 65018  
573/796-4661

**Monroe**

Paris, 65275  
660/327-5106

**Montgomery**

Montgomery City, 63361  
573/564-3357

**Morgan**

Versailles, 65085  
573/378-5436

**New Madrid**

New Madrid, 63869  
573/748-2524

**Newton**

Neosho, 64850  
417/451-8221

**Nodaway**

Maryville, 64468  
660/582-2251

**Oregon**

Alton, 65606  
417/778-7475

**Osage**

Linn, 65051  
573/897-2139

**Ozark**

Gainesville, 65635  
417/679-3516

**Pemiscot**

Caruthersville, 63830  
573/333-4203

**Perry**

Perryville, 63775  
573/547-4242

**Pettis**

Sedalia, 65301  
660/826-5395

**Phelps**

Rolla, 65401  
573/364-1891

**Pike**

Bowling Green, 63334  
573/324-2412

**Platte**

Platte City, 64079  
816/858-2232

**Polk**

Bolivar, 65613  
417/326-4031

**Pulaski**

Waynesville, 65583  
573/774-4701

**Putnam**

Unionville, 63565  
660/947-2674

**Ralls**

New London, 63459  
573/985-7111

**Randolph**

Huntsville, 65259  
660/277-4717

**Ray**

Richmond, 64085  
816/776-4502

**Reynolds**

Centerville, 63633  
573/648-2494, ext. 22

**Ripley**

Doniphan, 63935  
573/996-3215

**St. Charles**

St. Charles, 63301  
636/949-7500

**St. Clair**

Osceola, 64776  
417/646-2315

**St. Francois**

Farmington, 63640  
573/756-5411

**St. Louis County**

Clayton, 63105  
Gen. Info: 314/615-5000  
License Div. 615-4218

**St. Louis City**

License Collector  
Tucker Blvd & Market St  
314/622-4089

**Ste. Genevieve**

Ste. Genevieve, 63660  
573/883-5589

**Saline**

Marshall, 65340  
660/886-3331

**Schuyler**

Lancaster, 63548  
660/457-3842

**Scotland**

Memphis, 63555  
660/465-7027

**Scott**

Benton, 63736  
573/545-3549

**Shannon**

Eminence, 65466  
573/226-3414

**Shelby**

Shelbyville, 63469  
573/633-2181

**Stoddard**

Bloomfield, 63825  
573/568-3339

**Stone**

Galena, 65656  
417/357-6127

**Sullivan**

Milan, 63556  
660/265-3786

**Taney**

Forsyth, 65653  
417/546-7200

**Texas**

Houston, 65483  
417/967-2112

**Vernon**

Nevada, 64772  
417/448-2500

**Warren**

Warrenton, 63383  
636/456-3331

**Washington**

Potosi, 63664  
573/438-4901

**Wayne**

Greenville, 63944  
573/224-3221

**Webster**

Marshfield, 65706  
417/468-2223

**Worth**

Grant City, 64456  
660/564-2219

**Wright**

Hartville, 65667  
417/741-6661